

## Home access to the print library collection

We know how important it is for all students to keep reading, so would like to offer students who are learning from home an opportunity to access the library collection. This will be a library style 'click and collect' system.

Using either of the options outlined below, resource requests that are placed by 3 pm on Friday 24<sup>th</sup> can be collected from the library on Monday 27<sup>th</sup>. Following on from this, requests will need to be placed by 12 midday on a Friday. Available resources will then be able to be collected from the library on the following dates:

Wk 3 – Wed May 5<sup>th</sup> (due to Labour Day holiday)

Wk 4 – Mon May 11<sup>th</sup>

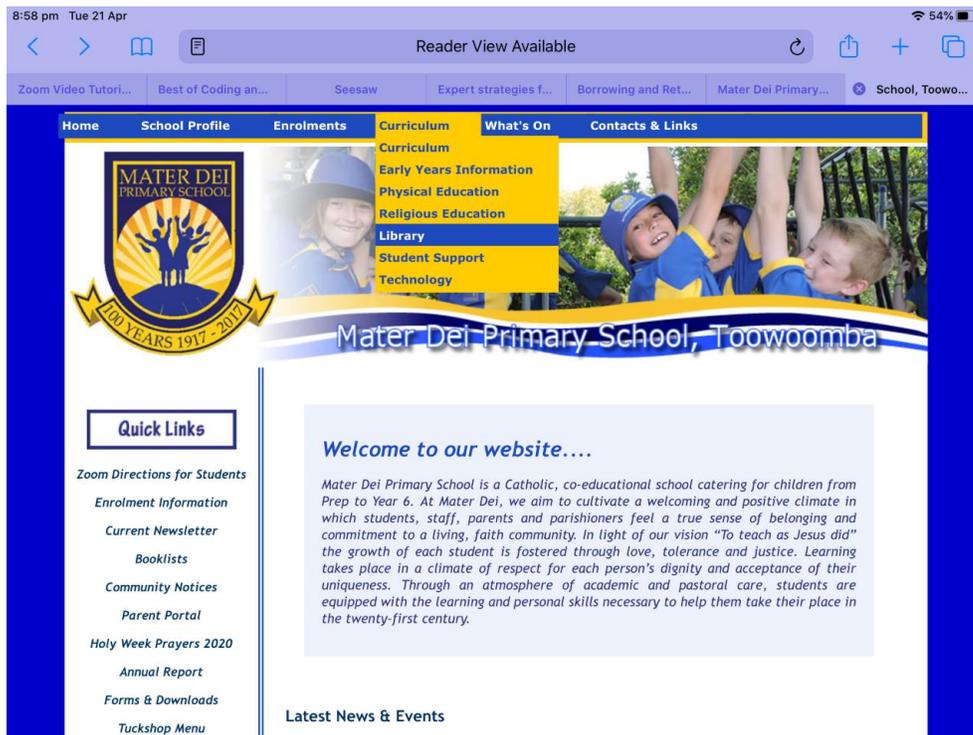
Wk 5 – Mon May 18<sup>th</sup>

There will also be a tub outside the library on those dates for the collection of returned resources.

### **Option 1:**

Check Accessit (the library catalogue) to see what is available. This can be accessed from:

<https://au.accessit.online/MTR03/#!dashboard> or through the link on the library page of the school website.



The screenshot shows the website for Mater Dei Primary School, Toowoomba. The page has a blue header with navigation tabs: Home, School Profile, Enrolments, Curriculum, What's On, and Contacts & Links. The 'Curriculum' tab is active, showing a dropdown menu with options: Curriculum, Early Years Information, Physical Education, Religious Education, Library, Student Support, and Technology. Below the header is a banner image of children in blue uniforms. The main content area features a 'Welcome to our website...' message and a 'Latest News & Events' section. On the left side, there is a 'Quick Links' section with various links such as 'Zoom Directions for Students', 'Enrolment Information', 'Current Newsletter', 'Booklists', 'Community Notices', 'Parent Portal', 'Holy Week Prayers 2020', 'Annual Report', 'Forms & Downloads', and 'Tuckshop Menu'.

**We will only be able to take requests for items that are available.** You do not need to Sign In to Accessit to search for available items, just use the search box in the top left hand corner. Find what you would like to request and send an email to [Meredith.Thompson@twb.catholic.edu.au](mailto:Meredith.Thompson@twb.catholic.edu.au) listing the items your child would like to borrow.

Library staff will do their best to locate those items on the shelves, loan them to your child and have them ready for collection on the next Monday.

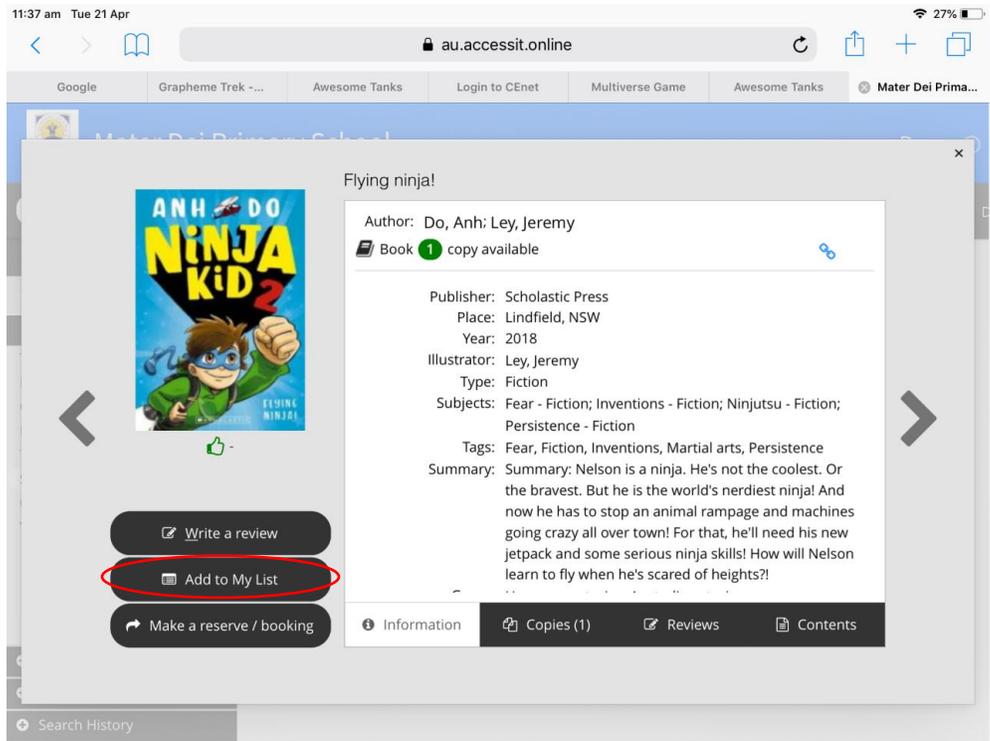
### **Option 2:**

Check Accessit (the library catalogue) to see what is available. This can be accessed from:

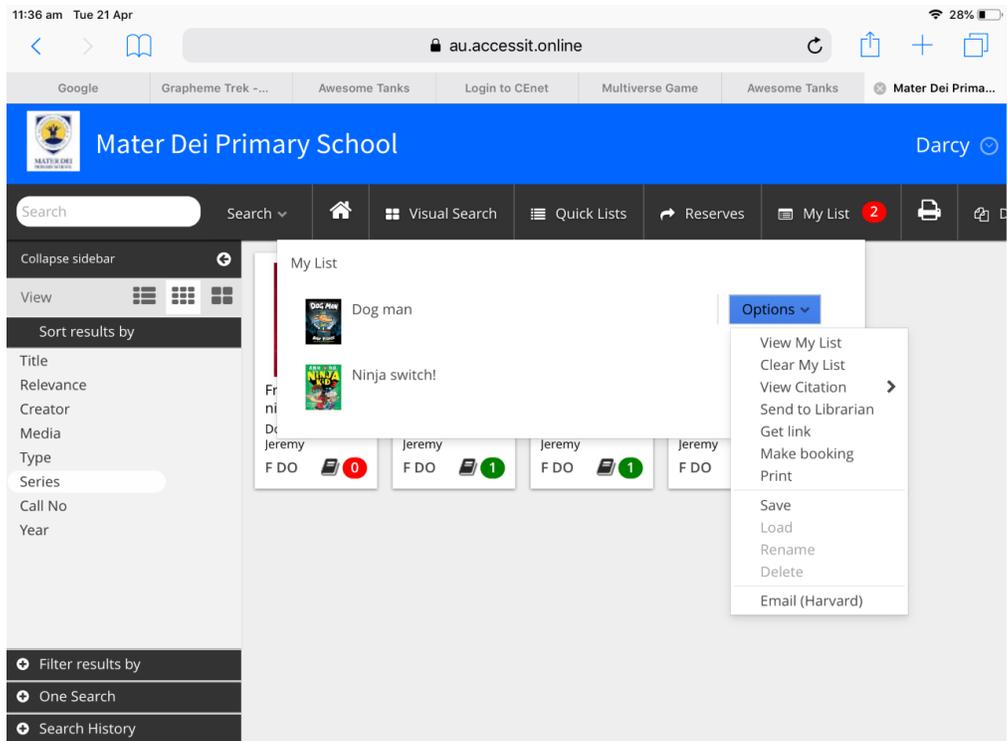
<https://au.accessit.online/MTR03/#!dashboard> or through the link on the library page of the school website.

Sign in to Accessit using your school username and password. If you would like to use this option and do not know your child's school account details, contact Mrs Thompson at the email listed above. Once signed in, search for available titles. **We will only be able to take requests for items that are available.**

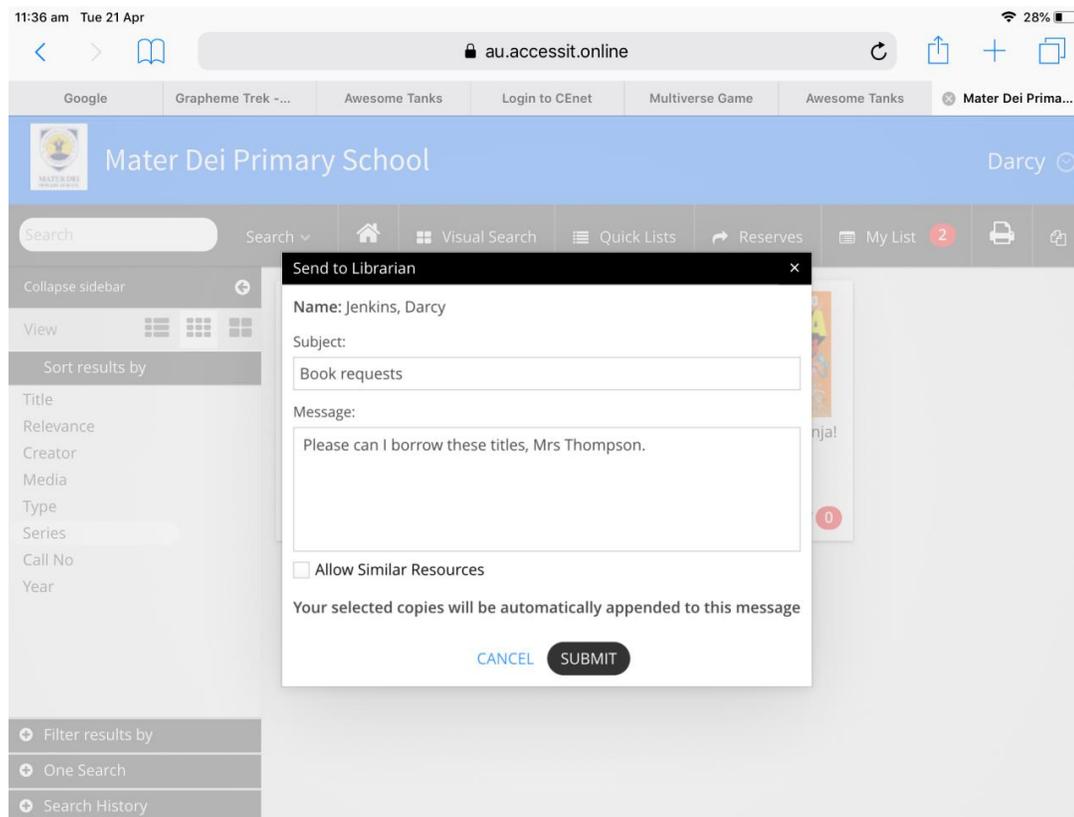
Once you find a title you would like to borrow, either drag and drop it to 'My list' or click on it and choose 'Add to my list'.



Add any other titles you want to borrow to your list. Click on 'My list' and click the dropdown options. Choose 'Send to librarian'



Add a subject line and a brief message (see example below) and then submit. This will send the list of requests to library staff. We will do our best to locate those items on the shelves, loan them to you and have them ready for collection on the following Monday.



Enjoy your selections!

Mrs Thompson

